

4-22-2005

April 22, 2005 Meeting Minutes

Shawnee State University

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**SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**Meeting Minutes
April 22, 2005**

Chairman Bob Teichman called the meeting to order at 1:15 p.m. noting the meeting was in compliance with RC §121.22(F).

Roll Call

Members Present: Dr. Ball, Mr. Harcha, Mr. Marit, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne Ms. Reynolds, Mr. Teichman, Mr. Warren

Members Absent: None

Approval of the April 22, 2005 Agenda

Mr. Warren moved and Mr. McCoy seconded the motion to approve the agenda. Without discussion, the Board unanimously approved the April 22, 2005 agenda.

Approval of February 11, 2005 Board Meeting Minutes

Dr. Ball moved and Mr. McCoy seconded a motion to approve the February 11, 2005 Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

President's Report

Dr. Morris summarized her written report that she submitted to the Board and is made a part of these minutes.

Committee Reports

Academic Affairs Committee - Mr. William McKinley

Mr. McKinley reported on behalf of the Academic Affairs Committee and said the Committee had one action item.

Mr. McKinley said the Academic Affairs Committee reviewed the proposed 2005-2006 Academic Calendar and said it had been approved by the President and the Provost. Mr. McKinley said the calendar meets the guidelines of the OBR and accommodates their timeline. Mr. McKinley moved and Mr. McCoy seconded a motion to approve Resolution A2-05, Approval of Proposed 2005-2006 Academic Calendar.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Nays: None

Mr. McKinley reported on the Academic Affairs Committee informational items.

Mr. McKinley said Dr. Stephen Midkiff, Registrar, presented a report on spring quarter enrollment. Mr. McKinley said that after 14 quarters of increase, we have a slight decline in enrollment – down 36 students. Mr. McKinley said the freshman class increased by 3.7% over last year but there was a decrease in upper classmen.

Mr. McKinley said Dr. Dave Todt, Associate Provost, reported that the Governing Board of the Scioto Foundation approved the SSU grant request for the “Academic Quality Improvement Program: Conversation Day” project in the amount of \$7,700 from the Bess and Marie Pixley Fund. He said this award will fund activities for the Conversation Day being planned for April 26, 2005. Mr. McKinley said the Committee was excited that SSU was participating in the AQIP process and that SSU can learn how to correct mistakes. Two facilitators, one from Kansas and one from Texas, will help coordinate the day. Shawnee had 360 out of 386 employees respond to the pre-Conversation day survey. Most people on campus are optimistic about the program. Mr. McKinley reported that Dr. Todt was hoping for 300 participants but that currently the headcount was at 280. Mr. McKinley said the theme for the Conversation Day is “A Nickel for Your Thoughts.” He said Mr. Steve O’Rourke donated a pickle jar full of nickels to give away to the person with the closest correct guess.

Mr. McKinley deferred a report on the personnel appointments to the Finance and Facilities Committee.

Quality of University Life – Mr. Howard Harcha

Mr. Harcha said the QUL Committee had one action item.

Mr. Harcha said the QUL Committee recommended approval of Resolution Q1-05, Honoring the Winter Sports and Individual Athletes. Mr. Harcha said it was a privilege to honor these exceptional student athletes: Anna Ramey, Cassie Hannah, Cassie Hackworth, Tara Walker, Terrence Davison, Adam Davenport, Mandy Deal, Shannon Thomas, Nick Donley, Rich Montague and Shannon Leasure. Mr. Harcha moved and Ms. Reynolds seconded a motion to approve Resolution Q1-05, Honoring the Winter Sports and Individual Athletes.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Nays: None

Mr. Harcha reported on the Quality of University Life informational items.

Mr. Harcha said Mr. Eric Marit, SGA President, reported on SGA activities, including plans to request a second traffic light on campus, trash collection project, new student orientation and the Evening of Honors Awards Program.

Mr. Harcha said Dr. Larry Mangus reported on behalf of Mr. Cory Wells-Strickland, President of the Student Programming Board. Mr. Harcha reported that the SPB hosted J.P. Williams, a

"Tennessee Musician," gave away t-shirts to students in support of the SSU's baseball and softball teams, and are preparing for Springfest.

Mr. Harcha said Director's Mary Ann Malone and Ryan McCall reported on Student Support Services, Upward Bound/Upward Bound Math Sciences, and Education Talent Search, all programs in the Trio Grant Programs at SSU and said their presentations were the highlight of the meeting. Mr. Harcha said the Student Support Services program serves over 180 students and has a 58% graduation rate which is better than all the other programs in the state. He said the Talent Search program serves over 900 students.

Mr. Harcha said Dr. Mangus reported on the National Honor Society Phi Eta Sigma's installation on April 12, 2005 which had 600 people in attendance. He said 156 students and three honorary members were installed. The three honorary members were: Dr. Mary Dillard, Ms. Patricia Spradlin, and Mr. Dale Taylor.

Finance and Facilities – Dr. Burton Payne

Dr. Payne reported on one informational item.

Dr. Payne said Mr. Chuck Warner, Director of UIS, reported to the Committee on the status of the Information System's disaster recovery efforts. He said the Program set up a computerized program located at Ohio State University should a disaster arise. Dr. Morris said when this issue was mentioned in our most recent audit review, she asked Mr. Murphy and his staff to come up with a disaster recovery system. Mr. Murphy said there were isolated issues imperative to the running of the University and that SSU was the first institution to implement this kind of system. He also said this was not intended to be a real-time backup system.

Dr. Payne reported that the Finance and Facilities Committee had four action items.

Dr. Payne said the Finance and Facilities Committee recommended approval of Resolution F6-05, Appointment of Investment Committee Member. Dr. Payne said the Committee recommended Mr. Jerry Ruby for reappointment to the Investment Committee for a three-year term. Dr. Payne moved and Mr. Harcha seconded a motion for the approval of Resolution F6-05, Appointment of Investment Committee Member.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Nays: None

Dr. Payne said the Finance and Facilities Committee approved Resolution F7-05, Investment Committee Policy 1.05Rev. Dr. Payne said the change in the policy is for changing the range of fixed income from 50-70% to 40-60%. Dr. Payne moved and Ms. Reynolds seconded a motion for the approval of Resolution F7-05, Investment Committee Policy 1.05Rev.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Nays: None

Dr. Payne said the Finance and Facilities Committee recommended approval of Resolution F8-05, Approval of Room and Board Fee Schedules. Dr. Payne said the increase in room and board fees for next fiscal year was to cover the cost of operating the residence halls and the meal plan for residential students. He said the increases were 3% on room and 4% on board. Dr. Payne moved and Ms. Reynolds seconded a motion to approve Resolution F8-05, Approval of Room and Board Fee Schedules.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Nays: None

Dr. Payne said the Finance and Facilities Committee approved the adoption of Resolution F9-05, South Tech Prep Consortium, Carl Perkins, 21st Century Community Learning Centers, and ABLE Grants. Dr. Payne said these grants were all renewals. Dr. Payne moved and Ms. Reynolds seconded a motion to approve Resolution F9-05, South Tech Prep Consortium, Carl Perkins, 21st Century Community Learning Centers, and ABLE Grants.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Nays: None

Dr. Payne continued his report on the Finance and Facilities Committee information items.

Dr. Payne said the Personnel information items were attached to the Board materials and were self-explanatory. He noted the resignations of Joan Weston and Mary Maroudis and the retirement of Robert Forrey, William Hanlon, Edward Miner, Hagop Pambookian, Tom Stead, Teresa Midkiff and Pat Moore.

Dr. Payne said Ms. Teresa Midkiff has made application for reemployment to her same position as Director, Library, under the terms of the SSU Administrative Retirement Incentive Program (ARIP) effective July 1, 2005 through June 30, 2008.

Dr. Payne said the University has received a draft report from the Ohio Board of Regents on institutional financial ratios and scores for FY2004. Mr. Murphy shared the report with the Committee. Mr. Murphy noted that SSU's composite score had dropped a little; however, the most important ratio, Primary Reserve, was strong at 37.7%

Dr. Payne said Mr. Murphy reviewed the general fund revenues and expenditures pace report, fiscal year to date through March 2004 and 2005.

Dr. Payne said Mr. Murphy also discussed the draft general fund budget with the Committee.

Dr. Payne said Dr. Morris and Mr. Murphy discussed FY06 tuition and legislative budget issues with the Committee. Dr. Payne said the draft is attached with the Board materials and discussed some of the issues with the Board.

Dr. Payne said the capital status report reflects current information on each capital project. He said the additional parking lot and the natatorium were now complete.

Dr. Payne said the Committee reviewed a spreadsheet summarizing the fiscal year to date financial information through March 2004 and 2005 for the Vern Riffe Center for the Arts.

Executive Committee Report

None.

Reports, if any, from Board Liaisons with other Organizations

None.

New Business

None.

Comments from Constituent Groups (if any) and the Public

None.


Other Business

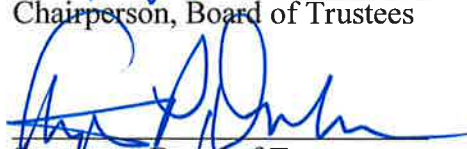
Mr. Teichman selected a Nominating Committee that will consist of Dr. Payne as Chair and Mr. Warren and Mr. Harcha to serve as members. The Nominating Committee will consider the slate of Board officers for the upcoming fiscal year. Mr. Teichman asked the Committee to report back to the Board at its next meeting.

Executive Session

Adjournment

Dr. Payne moved and Ms. Reynolds seconded a motion to adjourn the meeting. The meeting was adjourned by acclamation at 2:23 p.m.


Chairperson, Board of Trustees


Secretary, Board of Trustees

President's Report to the
Shawnee State University Board of Trustees
April 22, 2005, Meeting
Rita Rice Morris, President

In addition to the activities to be reported on by Board committees, we have several university-wide matters that should be of interest to the Board.

1. External Advocacy

We are continuing our efforts to educate and seek support from legislators for SSU's special supplement for the budget for the next biennium. As most of you know, we are also seeking support for tuition cap relief. I am scheduled to meet with the leadership of the Senate Education Committee on April 26 and will testify before that committee on April 28.

Later today, I will be meeting with Karen Slone from Senator Mike DeWine's office to discuss SSU's Upward Bound and other TRIO funding as it relates to the federal budget and reauthorization of the higher education act.

Susan Bodary, executive assistant to the Governor for education, visited SSU on April 14. Her focus was to better understand how Shawnee State fulfills its regional mission and the role it plays in regional economic development. She toured campus and met with faculty from both colleges to see their programs firsthand.

2. Return on Educational Investment Program

As some of you are aware, the public university presidents, community college presidents, and the Ohio Board of Regents have begun the ROEI campaign, Ohio's Return on Educational Investment, a plan for Ohio's economic recovery. It is a three-pronged plan that calls for:

- Tax and Medicaid reform to create future funding for state investment in higher education, as proposed by Governor Taft;
- Growing the talent pool;
- Creating and maintaining new jobs and business opportunity through increasing investments in cutting-edge initiatives such as the Third Frontier.

Why do we need ROEI? Here are just a few rankings that show the warning signs of our state's economic freefall:

- Ohio is 39th in growth of per capita income;

(more)



- Ohio is 49th in the creation of jobs;
- Ohio is 49th in the reduction of the unemployment rate;
- Ohio is 42nd in bachelor's degree attainment among those 25 and older.

3. Travel Show/Governor's Visit to SSU Campus

I was pleased to welcome Governor Bob Taft to SSU for the 6th annual "Spotlight on Appalachia Travel Show" held in March on the SSU campus. The Portsmouth Area Convention and Visitors Bureau hosted the event. Booths promoting the attractions and sites from all 29 counties in the Appalachian region of Ohio were featured. Over 80 exhibitors were present, a record number for the Ohio Appalachian Show. The show placed a spotlight on organ grinders, potters, musicians, other artists, and much more offering the best of the Appalachian culture. Governor Taft was the keynote speaker for the event.

4. Women's History and Black History Month

The SSU Women's Forum held numerous activities in celebration of Women's History Month in March. A used cell phone collection took place on campus for the March of Dimes, in honor of Dr. Virginia Apgar who developed the Apgar test that is performed on all newborns. I gave a presentation on "Women in Higher Education." The "History of Massage Therapy in Ohio and Related Women's Health Issues" was presented by Debbie Jewett, licensed massage therapist. Melissa Franklin, Ph.D., gave a presentation on campus in conjunction with the Jane M.G. Foster Distinguished Lecture Series and the SSU Department of Natural Sciences. Dr. Franklin is the first tenured female in the physics department at Harvard and is the particle physicist on the Collider Detector at Fermilab. In addition, the "Silhouette Release Party" was held highlighting "A Woman's Journal," featuring original works and readings by featured artists. Other events rounding out Women's History Month at SSU included the "Women in the Military" event and a panel discussion on "Our Appalachian Mothers: Finding Common Ground Amidst Cultural Barriers and Borders." Katherine Jellison, Ph.D., associate professor of history at Ohio University Southern in Ironton presented "Getting Married in the United States: 1945-2005." The month's events wrapped up with a presentation by Sarah McGrew, BSN, coordinator, clinical and community experiences, who spoke on "Managing Chronic Illness: Steps for Taking Back Your Life."

Portsmouth residents Eugene Collins Sr. and Clemuel Womack joined Matt Matthews, director of multicultural affairs at SSU, for a roundtable discussion in February to kick off Black History Month activities at the University. It was an open mic program moderated by George Gamble. There was also an exhibit of Civil War items by Dr. Larry Mangus, vice president for student affairs at SSU. Another event planned for the month featured the former executive editor of "The Source" magazine, Bakari Kitwana's visit to campus. Mr. Kitwana is an

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acknowledged expert on youth culture and activism and has been quoted in "The New York Times," "The Washington Post," "USA Today," and "The O'Reilly Factor." He is the author of "The Hip-Hop Generation" and "The Rap on Gangsta Rap" and is the former editorial director of The Third World Press. His work has also appeared in "The Village Voice," "The Progressive," and on National Public Radio's "All Things Considered."

5. One Book, One Community

On April 13 and 14, Sharyn McCrumb, author of *She Walks These Hills*—the "One Book, One Community" program selected book, visited SSU and the Portsmouth Public Library. The focus of the overall program was to give everyone in Scioto County the opportunity to read the same book and then come together as a community to talk about it. The "One Book, One Community" program was sponsored jointly by SSU's Clark Memorial Library and the Portsmouth Public Library from January 2004 through April 2005. The program encouraged literacy in the community by encouraging everyone to read.

In addition, the Department of English and Humanities at SSU, in cooperation with the "One Book, One Community" programming committee, is sponsoring an essay contest for the best essay written on the subject of Sharyn McCrumb's *She Walks These Hills* or any aspect of Sharyn McCrumb's fiction.

6. Leslie Williams Symposium for the Advancement of Women

"Daily Rounds: An Evening on Women's Health and Family Issues," was presented last night in the Vern Riffe Center for the Arts by Mary Alice Williams, veteran television broadcaster and women's health educator. Ms. Williams was one of the founding anchors and designers of CNN. She utilizes her well-known journalistic integrity to investigate how health issues impact individual lives. The presentation was part of the *Leslie Williams Symposium for the Advancement of Women*, funded by Shawnee State University, the Jane M.G. Foster Distinguished Lecture Series, and the Southern Ohio Medical Center.

7. AQIP Conversation Day

SSU faculty and staff members will spend an entire day next week taking an in-depth look at the University and the level of quality the institution is at currently. A Conversation Day, part of the Academic Quality Improvement Program (AQIP), planned for April 26 is another way of collecting information about what can be done to make a difference at SSU. While a recent Constellation Survey, completed by 93% of our employees, will provide some direction for the day, this is really a separate process. The survey results and Conversation Day results will merge together to make a list of ideas that people on campus will then prioritize. Two facilitators from AQIP will lead the day in what is expected to be a giant focus group.

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8. Found Money Campaign

Tom Piatt has worked at SSU for over a decade as a custodian. During the course of his work, Tom finds money in the hallway, under the vending machines, and in the trash. He began saving what he found, and in January, on the 10th anniversary of his employment, he made a donation to the SSU Development Foundation of \$500-all the money he had found on campus. At the time of his donation, Tom said he hoped that other staff and faculty members would follow his lead. Little did he know that a "found money" campaign was already in the planning stage and about to be implemented by our new alumni affairs director, Angela Henderson. I have included a box with your Board materials. It has a dual purpose. It is a bank and a gift box. Any money you find can go in the bank. You can then present the gift to SSU to benefit students via SSU's general scholarship fund.

9. Commencement 2005

Anne B. Pope, the 10th federal co-chair of the Appalachian Regional Commission (ARC), an economic development partnership between the federal government and the governors of 13 states, will serve as SSU's commencement speaker on June 11. Ms. Pope served in the cabinet of Tennessee Governor Don Sundquist as commissioner of the Tennessee Department of Commerce and Insurance, a state regulatory agency with broad responsibilities for licensing and regulation of over 97 professions and commercial activities; and as the executive director of the Tennessee Film, Entertainment, and Music Commission, which supports development of the state's music recording and film industries. A graduate of Vanderbilt University and the Cumberland School of Law at Samford University, Ms. Pope is admitted to practice law in Tennessee and the District of Columbia. She grew up in Kingsport, Tennessee. Ms. Pope served on the Governor's Council on Excellence in Higher Education and the Commission on Practical Government-both while in Tennessee. She was chair of the 1997 Junior Achievement Business Hall of Fame for Tri-Cities Tennessee/Nirginia. She is a member of the National Academy of Recording Arts and Sciences and the Country Music Association.

10. A Celebration of Scholarship

SSU will host an undergraduate conference on May 26 to celebrate student academic and creative achievements. Conference director Gary Gemmer, professor of physical science, asked faculty members to encourage their students and SSU alumni to present at the conference. Students will share their community service, creative, research, or independent study activities. On the same day, the SSU Special Events committee will host a university-wide picnic from 11:30 a.m. - 1 p.m. on the Massie Hall lawn.

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11. Springfest

The SSU Student Programming Board (SPB) will bring rap artist Twista to the SSU campus on Thursday, May 12 to headline the SPB's annual Springfest celebration. The event will be held in the James A. Rhodes Athletic Center.

12. Second Annual Alumni Banquet

Reservations are being accepted until April 30 for the second annual SSU Alumni Awards Banquet, to be held on Saturday, May 7 at 6:30 p.m. in the Micklethwaite Banquet Hall in the University Center. Two alumni awards will be presented at the banquet. They are the Silver Star award that is presented to an SSU graduate who has contributed to his/her profession and or community and the Alumnus of Tomorrow award that is presented to a student who is graduating in June who is expected to make an impact in their profession or in their community in the future. I will serve as the featured speaker at the banquet.

13. Mayoral Debate

SSU, the Chamber of Commerce, SOMC, and Portsmouth City Schools are pleased to be working together to sponsor an upcoming mayoral debate. The debate will take place on April 29 from 6:30 – 8:30 p.m. in the Flohr Lecture Hall in the Clark Memorial Library on the SSU campus. This event will allow the community to see firsthand each candidate and learn about his/her platform. It is also a great opportunity for SSU's Student Government Association and student newspaper—*The University Chronicle*—in addition to classes in the Dept. of Social Sciences, to be directly involved in the process of electing a new mayor in Portsmouth.

14. NAIA Meeting

As you know, athletics continue to demand the attention of university presidents and Boards throughout the country. As part of its programming for presidents, the NAIA Intercollegiate Athletics Forum for Presidents was held in Kansas City in March. I attended this event with over 40 presidents which focused upon challenges to excellence and the "Champion of Character" program. The meeting was held in conjunction with the national NAIA Conference.

(more)

Certified as True and Correct

Secretary, SSU Board of Trustees
5/3/05
Date

15. ACE Meeting

As a member of the American Council of Educations' (ACE) "Commission on Leadership and Institutional Effectiveness," I attended one of the Commission's semi-annual meetings in Washington, D.C. in March. The Commission reviewed and revised ACE leadership programs, set direction for new programming in entrepreneurship in education and received a briefing on the efforts to reauthorize the higher education act.

16. Ohio College Association

In March, I assumed the presidency of the Ohio College Association (OCA). This is a one-year term and I will then continue on the Board for several years. The OCA brings together leadership from all Ohio colleges and universities to work together to address advancing higher education in Ohio.

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Certified as True and Correct

Secretary SSU Board of Trustees Date 5/31/05

RESOLUTION A2-05

PROPOSED 2005-2006 ACADEMIC CALENDAR

WHEREAS, members of the Calendar Advisory Committee have developed and reviewed the Proposed 2005-2006 Shawnee State University Academic Calendar; and

WHEREAS, this calendar has been modified to accommodate new guidelines from the Ohio Board of Regents regarding the number of instructional days each quarter; and

WHEREAS, the Calendar Committee, the Provost and the President have approved the proposed academic calendar for 2005-2006; and

WHEREAS, the Academic Affairs Committee recommends approval of the proposed 2005-2006 academic calendar;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the Proposed 2005-2006 Shawnee State University Academic Calendar, attached hereto.

(April 22, 2005)



Shawnee State University

Proposed Academic Calendar

2005 – 2006

Summer Quarter, 2005

| | |
|--------------|--|
| May 2 | Advance Registration opens for Summer Quarter |
| June 20 | First day of Summer Quarter – classes begin (full Summer Quarter and first five-week term) |
| June 22 | Last day to add a class (first five-week term) Last day to apply for pass/no credit (first five-week term) |
| June 24 | Last day for 100% refund upon complete withdrawal (all Summer terms) Last day to add a class (full Summer Quarter) |
| July 1 | Last day to apply for pass/no-credit (full Summer Quarter) |
| July 4 | Independence Day Holiday Observed -- University closed |
| July 18 | Last day to apply for non-credit (first five-week term) |
| July 21 | Last day to drop a class (first five-week term) |
| July 22 | Last day of first five-week term |
| July 22 | Final Exams (first five-week term)- scheduled for last class session of week |
| July 25 | First day of second five-week term |
| July 26 | Grades due in Office of the Registrar by noon (first five-week term) |
| July 27 | Last day to add a class (second five-week term) |
| July 29 | Last day to apply for summer quarter graduation |
| August 1 | Last day to apply for pass/no-credit (second five-week term) |
| August 8 | Last day to apply for non-credit (full Summer Quarter) Last day to drop a class (full Summer Quarter) |
| August 17 | Last day to drop a class (second five-week term) Last day to apply for non-credit (second five-week term) |
| August 27 | Last day of quarter (full Summer Quarter and second five-week term) |
| August 22-27 | Final Exams (second five-week term and Full Summer Quarter) - scheduled last class session of this week |
| August 29 | Grades due in Office of the Registrar by noon (full Summer Quarter and second five-week term) |

Fall Quarter, 2005

| | |
|--------------|--|
| May 16 | Advance Registration opens for Fall Quarter |
| September 5 | Labor Day Holiday - - University closed |
| September 8 | First day of Fall Quarter - - classes begin |
| September 14 | Last day for 100% refund upon complete withdrawal from Fall Quarter Last day to add a class |
| September 21 | Last day to apply for pass/no-credit |

Certified as True and Correct

Secretary, SSU Board of Trustees 5/3/05 Date

October 7 Last day to apply for Fall Quarter Graduation
 October 10 Columbus Day - - University open
 October 12 Yom Kippur – University Open
 October 26 Last day to apply for non-credit
 October 27 Last day to drop a class
 November 1 Advance Winter Registration opens
 November 11 Veteran's Day Observed – University closed
 November 16 Last day of Fall Quarter
 November 17 Final Exams
 -23
 November 24 Thanksgiving Day - - University closed
 November 25 Thanksgiving Holiday - - University closed (in lieu of Columbus Day)
 November 29 Grades due in Office of the Registrar by noon
 December 26 Christmas Holiday - - University closed
 December 27 Christmas Holiday - - University closed (in lieu of President's Day)

Winter Quarter, 2006

November 3 Advance registration opens for Winter Quarter
 January 2 New Years Day (observed) -- University closed
 January 3 First day of Winter Quarter -- classes begin
 January 9 Last day for 100% refund upon complete withdrawal from Winter Quarter.
 Last day to apply for Winter Quarter graduation
 Last day to add a class
 January 16 Martin Luther King, Jr. Day – University closed
 January 17 Last day to apply for pass/no-credit
 February 13 Advance registration opens for Spring Quarter
 February 20 President's Day - - University open
 February 22 Last day to apply for non-credit
 Last day to drop a class
 March 10 Last day of Winter Quarter
 March 11-17 Final Exams
 March 18-25 Spring Break
 March 21 Grades due in Office of the Registrar by noon

Spring Quarter 2006

January 31 Last day to apply for Spring Quarter graduation
 (and participate in June Commencement)
 February 13 Advance registration opens for Spring Quarter
 March 27 First day of Spring Quarter - - classes begin
 March 31 Last day for 100% refund upon complete withdrawal from Spring Quarter
 Last day to add a class
 April 10 Last day to apply for pass/no-credit
 May 8 Advance registration opens for Summer Quarter

Certified as True and Correct

 Secretary, SSU Board of Trustees
 Date 5/2/05

| | |
|----------|---|
| May 12 | Last day to apply for non-credit |
| May 15 | Advance registration opens for Fall Quarter |
| May 16 | Last day to drop a class |
| May 29 | Memorial Day – University closed |
| June 2 | Last day of Spring Quarter |
| June 3-9 | Final exams |
| June 10 | Commencement |
| June 13 | Grades due in Office of the Registrar by noon |

Certified as True and Correct

Secretary, SSU Board of Trustees
Date 5/31/05

Shawnee State University
Tentative Academic Calendar
2006-2007

Summer Quarter, 2006

| | |
|--------------|---|
| May 2 | Advance registration opens for summer quarter |
| June 14 | First day of summer quarter – classes begin (full summer quarter and first five-week term) |
| June 21 | Last day to add a class (first five-week term) Last day to apply for pass/no credit (first five-week term) |
| June 23 | Last day for 100% refund upon complete withdrawal (all summer terms) Last day to add a class (full summer term) |
| July 3 | Last day to apply for pass/no-credit (full summer term) |
| July 4 | Independence Day Holiday Observed – University closed |
| July 17 | Last day to apply for non-credit (first five-week term) |
| July 21 | Last day to drop a class (first five-week term) |
| July 24 | Last day of first five-week term |
| July 18-24 | Final Exams (first five-week term) – scheduled for last class session of this week |
| July 25 | First day of second five-week term |
| July 26 | Grades due in Office of the Registrar by noon (first five-week term) |
| July 27 | Last day to add a class (second five-week term) |
| July 29 | Last day to apply for summer quarter graduation |
| August 1 | Last day to apply for pass/no credit (second five-week term) |
| August 4 | Last day to apply for non-credit (full summer quarter) |
| August 7 | Last day to drop a class (full summer quarter) |
| August 16 | Last day to drop a class (second five-week term) Last day to apply for non-credit (second five-week term) |
| August 21-26 | Final Exams (second five-week and full summer quarter) – scheduled last class session of this week |
| August 26 | Last day of quarter (full summer term and second five-week term) |
| August 28 | Grades due in Office of the Registrar by noon (full summer quarter and second five-week term) |

Fall Quarter, 2006

| | |
|--------------|--|
| May 16 | Advance registration opens for fall quarter |
| September 4 | Labor Day Holiday – University closed |
| September 7 | First day of fall quarter – classes begin |
| September 13 | Last day for 100% refund upon complete withdrawal from full quarter Last day to add a class |


Certified as True and Correct
Secretary, SSU Board of Trustees
Date 5/31/06

September 20 Last day to apply for pass/no credit
 October 1 Yom Kippur – University open
 October 2 Last day to apply for Fall Quarter Graduation
 October 9 Columbus Day – University open
 October 24 Last day to apply for non-credit
 October 25 Last day to drop a class
 November 1 Advance registration opens for winter quarter
 November 10 Veteran's Day Observed – University closed
 November 15 Last day of fall quarter
 November 16-22 Final Exams
 November 23 Thanksgiving Day – University closed
 November 24 Thanksgiving Holiday – University closed (in lieu of Columbus Day)
 November 28 Grades due in Office of the Registrar by noon
 December 25 Christmas Day – University closed
 December 26 Christmas Holiday – University closed (in lieu of President's Day)

Winter Quarter 2007

November 3 Advance registration opens for winter quarter
 January 1 New Years Day – University closed
 January 3 First day of winter quarter – classes begin
 January 9 Last day for 100% refund upon complete withdrawal from winter quarter
 Last day to apply for Winter quarter graduation
 Last day to add a class
 January 15 Martin Luther King, Jr. Day – University closed
 January 17 Last day to apply for pass/no-credit
 February 12 Advance registration opens for spring quarter
 February 19 President's Day – University open
 February 21 Last day to apply for non-credit
 Last day to drop a class
 March 16 Last day of winter quarter
 March 19-24 Final Exams
 March 25-31 Spring break
 March 26 Grades due in Office of the Registrar by noon

Spring Quarter 2007

January 31 Last day to apply for spring quarter graduation
 (and participate in June commencement)
 February 13 Advance registration opens for spring quarter
 April 2 First day of spring quarter – classes begin
 April 6 Last day for 100% refund upon complete withdrawal from spring quarter
 Last day to add a class
 April 13 Last day to apply for pass/no-credit
 May 8 Advance registration opens for summer quarter

Certified as True and Correct

 Secretary, SSU Board of Trustees
 Date 5/3/05

| | |
|------------|---|
| May 18 | Last day to apply for non-credit |
| May 15 | Advance registration opens for fall quarter |
| May 16 | Last day to drop a class |
| May 28 | Memorial Day – University closed |
| June 9 | Last day of spring quarter |
| June 11-16 | Final exams |
| June 16 | Commencement |
| June 19 | Grades due in Office of the Registrar by noon |

Certified as True and Correct

Secretary, SSU Board of Trustees 5/31/15
Date

Shawnee State University

Preliminary Enrollment Report – Spring Quarter 2005

Compared to 2004
(15th Day Census Data)

| | 2005 | 2004 | # Difference | % Percent |
|----------------------|-------------|-------------|--------------|--------------|
| Headcount | 3245 | 3281 | - 36 | -1.1 |
| Total FTE | 2801 | 2804 | - 3 | - 0.1 |
| Subsidy Eligible FTE | 2753 | 2756 | - 3 | - 0.1 |

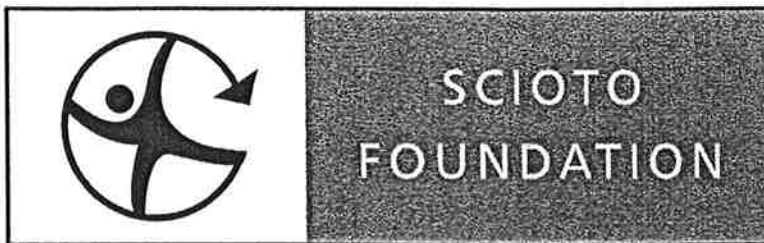
Highlights:

- Headcount enrollment for the Spring Quarter 2005 is 3245, down 36 students (-1.1%) from the 3281 students enrolled for the Spring Quarter 2004.
- FTE is 2801, down 3 FTE (- 0.1%) when compared to 2004 Spring Quarter's 2804 FTE.
- Subsidy Eligible FTE is 2753, down 3 FTE (- 0.1%) from the 2004 Spring Quarter's 2756 FTE.
- 86 new (including transfer) students are attending SSU this term.
- Current students reside in 17 different states.
- Students reside in 77 of Ohio's 88 counties.
- Students from Australia, Bulgaria, Canada, Iceland, Japan, Kenya, Pakistan and Uruguay are currently in attendance.

Prepared by the Office of the Registrar
04/14/2005

Certified as True and Correct

Secretary, SSU Board of Trustees
5/3/05
Date



P.O. Box 911, Portsmouth, OH 45662

Phone/Fax Number: 740.354.4612

Toll Free: 866.774.7223 E-Mail: kcutlip@zoomnet.net

April 6, 2005

Ms. Cathy Mullins
Shawnee State University
940 2nd Street – Outreach
Portsmouth, Ohio 45662

Dear Cathy:

This letter is to inform you that the Governing Board of the Scioto Foundation approved the Shawnee State University grant request for the "Academic Quality Improvement Program: Conversation Day" project in the amount of \$7,700 from the **Bess & Marie Pixley Fund**. Please note: this grant has conditions.

Enclosed is a copy of the Foundation's Grant Agreement. Please read this document carefully and then sign, date, and return it to our office no later April 29, 2005.

Please send a written request for the disbursement of funds when needed. Upon receipt of your letter, allow two weeks for the paperwork to be completed and the check to be processed.

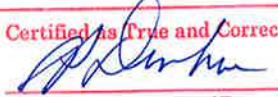
The Scioto Foundation welcomes and encourages publicity concerning its grants. **Please be advised that any publicity you release must name the Scioto Foundation.**

A grant evaluation report form will follow under a separate cover at a later date.

If you have any questions, comments, or concerns, please do not hesitate to call me Monday through Friday during normal business hours of 8:30 am to 4:30 pm.

Sincerely,


Kimberly E. Cutlip, Executive Director
Scioto Foundation

Certified as True and Correct
 5/3/05
Secretary, SSU Board of Trustees Date

Scioto Foundation
801 National City Bank Building
800 Gallia Street
Portsmouth, Ohio 45662
740-354-4612

Grant Agreement

The grant to your organization from the Foundation is for the explicit purpose described in your request, subject to any special conditions described in section V below. To acknowledge this agreement, to accept this grant, and to be eligible to receive the funds when needed, please sign a copy and return it to the Foundation. Please refer to the grant number and the grant project title (listed below) in all future communications regarding this grant.

Date authorized: April 6, 2005

Grantee: Shawnee State University

Grant Number: 4/1/05 Amount Approved: \$7,700*

Fund(s): Bess & Marie Pixley Fund

Grant Period: Start: April 6, 2005 Termination: May 6, 2006

Grant Project Title and Summary:

"Academic Quality Improvement Program: Conversation Day"

I. Publicity

Since the Scioto Foundation is a community foundation, we believe that the public should be told of our grants. We are pleased to cooperate with your organization in any publicity about our gift that might further the mission of your program and the Scioto Foundation. All publicity about this project must give recognition to the Scioto Foundation.

II. Grant Payment

It is the policy of the Scioto Foundation not to pay a grant until money is actually needed by the recipient organization. At that time, please indicate in writing the amount you wish paid (all of the grant or a portion thereof, whichever is appropriate in terms of our commitment) and the date the check is needed. Please remember, the Foundation will need a written notice at least two weeks in advance of the date payment is needed.

If monies have not been requested one year after the initial grant award notice, the Scioto Foundation will assume that our grant monies are no longer needed, hereby terminating this grant agreement.

Before funds will be released to the grantee, we must have a signed copy of this agreement. Also, notice must be received that the grantee has complied with any special conditions of the grant. Special conditions are listed in section V of this agreement.

Certified as True and Correct

Secretary, SSU Board of Trustees Date 5/3/05

III. Expenditure of Funds

This grant is to be used only for the purposes approved by the Board of Governors of the Scioto Foundation. To modify this agreement, the Foundation must receive a written request. Upon receipt, it will be brought before the Board of Governors during the next scheduled board meeting for approval. Following this meeting, you should expect to receive a written statement of the board's determination

The grantee shall return any unexpended fund to the Foundation.

Funds shall also be returned to the Foundation if the grantee loses its exemption from Federal Income Taxes under Section 501(c) (3) of the Internal Revenue Code.

Foundation monies may not be used for any political campaign, or to support attempts to influence legislation by any governmental body, other than making available the results of nonpartisan analysis, study and/or research.

Expenses charged against the grant may not be incurred prior to the effective date of the grant or subsequent to the termination date, and may be incurred only as necessary to carry out the purposes and activities of the approved program.

The grantee organization is responsible for the expenditure of funds and for maintaining adequate supporting records consistent with Generally Accepted Accounting Practices. The Scioto Foundation reserves the right to request an audit to verify the expenditure of funds as represented by direct contact with the suppliers.

IV. Evaluation

The Foundation will provide report forms for the grantee to complete at the end of the grant period. In some cases, the Foundation may request quarterly or semi-annual reports. If interim reports are required, it will be noted in section V as a special condition of the grant. Such reports shall supply sufficient information as necessary for the Foundation to determine that the grant is being used for the purposes intended and for the Foundation to fulfill its own public reporting responsibilities. The Foundation reserves the right to request an evaluation interview with the grantee once the grant period is complete.

V. Special Conditions of Grant

The Scioto Foundation will reimburse Shawnee State University \$7.50 per lunch up to 350 lunches for those in attendance.

For the Grantee:

11 APR 05
Date

Rita Rice Morris
Signature of Authorized Representative

Rita Rice Morris, President
Print or Type Name and Title



PERSONNEL ACTION ITEMS

All appointments are subject to any contingency included in the written offers of employment.

APRIL 2005 BOT MEETING

Actions submitted for approval, February 1, 2005 through March 31, 2005

(developed from information received in HR Department through April 11, 2005)

ACADEMIC AFFAIRS DIVISION

Nothing to report.

BUSINESS AFFAIRS DIVISION

Nothing to report.

OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION

Nothing to report.

PRESIDENT'S OFFICE

Nothing to report.

STUDENT AFFAIRS DIVISION

Nothing to report.

Per Policy 5.16 Board of Trustees has prior approval for appointment or removal of the position of vice president and creation of all new faculty and administrative positions.

Board of Trustees has subsequent approval for appointment to and removal of all faculty and administrators, establish the compensation for same, and award or deny continuing contracts and promotions for faculty.



PERSONNEL INFORMATION ITEMS
APRIL 2005 BOT MEETING
Changes processed from February 1, 2005 to March 31, 2005
(developed from information received in the HR Department through April 11, 2005)

ACADEMIC AFFAIRS DIVISION

Resignation – Faculty

Joan Weston, Assistant Professor for the Department of Social Sciences, resignation effective July 30, 2005.

Resignation – Administration

Mary Maroudis, Manager of Business and Industry, Education and Training for University Outreach Services, resignation effective April 15, 2005.

Retirement – Faculty

Robert Forrey, Professor for the Department of English and Humanities, last employment date June 15, 2005, retirement effective July 1, 2005.

William Hanlon, Assistant Professor for the Department of Business Administration, last employment date June 15, 2005, retirement effective July 1, 2005.

Edward Miner, Professor for the Department of Social Sciences, last employment date June 15, 2005, retirement effective July 1, 2005.

Hagop Pambookian, Professor for the Department of Social Sciences, last employment date June 15, 2005, retirement effective July 1, 2005.

Tom Stead, Associate Professor and Chair for the Department of Fine, Digital, and Performing Arts, last employment date June 20, 2005 retirement effective July 1, 2005.

Retirement– Administration

Teresa D. Midkiff, Director, Library, last employment date June 30, 2005, retirement effective July 1, 2005.

O.R.C. § 145.381 - Public notice of application for re-employment - Administration

Teresa D. Midkiff has made application for reemployment to her same position as Director, Library under the terms of the Shawnee State University *Administrative Early Retirement Incentive Program* (ARIP) effective July 1, 2005 through June 30, 2008. This information report serves as the required public notice under O.R.C. § 145.381 that this application for reemployment is under consideration. The public meeting required for the action of reemploying Ms. Midkiff is scheduled to take place at the June 10, 2005 Board of Trustees' meeting, located in the Clark Memorial Library, Selby Board Room, at 1:15 p.m.

BUSINESS AFFAIRS DIVISION

Retirement - Administration

Patricia Moore, Director of Financial Aid, last employment date June 4, 2005, retirement effective July 1, 2005.

Change of Status - Administration

Maryann Tomlin, change of status from Associate Director Financial Aid to Interim Director Financial Aid, beginning March 31, 2005, at the annualized salary of \$52,000.

OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION

None.

PRESIDENT'S OFFICE

None.

STUDENT AFFAIRS DIVISION

None.

Per Policy 5.16 Part-time administrative appointments and changes in status for administrative and faculty positions are reported to the Board of Trustees.



RESOLUTION Q1-05
HONORING THE WINTER SPORTS AND INDIVIDUAL ATHLETES

WHEREAS, Shawnee State University athletes have been named to the NAIA All-American teams, American Mid-East All Conference teams, and an individual named National Association Intercollegiate Athletic All-Scholar Athlete; and

WHEREAS, the Shawnee State University Women's Basketball Team and Men's Basketball Team qualified for conference tournament;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University recognizes the remarkable achievement of the Shawnee State University Basketball teams and commends the players and coaches for their outstanding teams and individual performances and grants special recognition to these athletes for their outstanding accomplishments and commend the individuals as listed below:

NAIA All-American Scholar Athlete:

Anna Ramey (women's basketball)

NAIA All-American Honorable Mention:

Cassie Hannah (women's basketball)

1st Team American Mid-East Conference:

Cassie Hackworth and Tara Walker (women's basketball)

Terrence Davison and Adam Davenport (men's basketball)

American Mid-East Conference Honorable Mention:

Mandy Deal and Shannon Thomas (women's basketball),

Nick Donley and Rich Montague (men's basketball)

American Mideast Conference All-Freshman Team:

Shannon Leasure (women's basketball)

(April 22, 2005)



RESOLUTION F06-05

APPOINTMENT OF INVESTMENT COMMITTEE MEMBER

WHEREAS, Jerry Ruby will soon complete a three year appointment to the Shawnee State University Investment Committee; and

WHEREAS, Mr. Ruby has expressed a willingness to continue his service on this committee; and

WHEREAS, the Shawnee State University Investment Committee recommends the re-appointment of Mr. Ruby; and

WHEREAS, Mr. Robert Teichman, Chair of the SSU Board of Trustees, nominates Jerry Ruby for reappointment;

THEREFORE BE IT RESOLVED that Jerry Ruby is appointed to the SSU Investment Committee for a three-year term terminating June 30, 2008.

(April 22, 2005)



RESOLUTION F07-05
INVESTMENT POLICY 1.05REV

WHEREAS, Policy 1.05 established the Shawnee State University Investment Committee; and

WHEREAS, the Shawnee State University Investment Committee is charged with developing investment policies; and

WHEREAS, the Shawnee State University Investment Committee met on March 28, 2005, and recommended approval of revision to Policy 1.05Rev Investment, paragraph 6.0, changing the range of fixed income from 50-70% to 40-60%;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby approves the above-mentioned Investment Policy.

(April 22, 2005)


Certified as True and Correct
Secretary, SSU Board of Trustees 5/21/05
Date

RESOLUTION F08-05

APPROVAL OF ROOM AND BOARD FEE SCHEDULES

WHEREAS, Shawnee State University must generate sufficient revenues to cover the inflationary cost of operating the residence halls; and

WHEREAS, the food service vendor, Sodexo, is projecting an overall increase in their cost of doing business; and

WHEREAS, the proposed room and board fee schedule remains relatively inexpensive compared to the rates charged at other Ohio public universities; and

WHEREAS, the University provides housing for students over the summer, but provides no food service;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the recommended room fees schedule for the summer term 2005 and room and board fees schedule beginning the academic year 2005-2006, which accompanies this resolution.

(April 22, 2005)

| | |
|---|---------|
| Certified as True and Correct | |
|  | 5/31/05 |
| Secretary, SSU Board of Trustees | Date |

**Shawnee State University
Room Rates
For
2005 - 2006 Academic Year**

Campus View

| Room Type | Payment Type | Quarterly Cost | Academic Year |
|-------------------|--------------|----------------|---------------|
| Double Occupancy | Quarterly | \$2246 | \$6738 |
| Private Occupancy | Quarterly | \$2538 | \$7614 |

Carriage House

| Room Type | Payment Type | Quarterly Cost | Academic Year |
|------------------|--------------|----------------|---------------|
| Double Occupancy | Quarterly | \$2243 | \$6729 |

Cedar House

| Room Type | Payment Type | Quarterly Cost | Academic Year |
|---------------------|--------------|----------------|---------------|
| Double Occupancy | Quarterly | \$2112 | \$6336 |
| Private Occupancy** | Quarterly | \$2378 | \$7134 |

University Townhouse

| Room Type | Payment Type | Quarterly Cost | Academic Year |
|---------------------|--------------|----------------|---------------|
| Double Occupancy | Quarterly | \$1989 | \$5967 |
| Private Occupancy** | Quarterly | \$2257 | \$6771 |

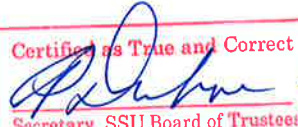
**Private Rooms are only available if space permits.

The meal plan portion of the above room and board rate is \$773 per quarter.

If the student is eligible for, and chooses, the 7 meal plan, deduct \$69 per quarter from the above prices.

Communication System Fee: \$68.00/quarter per resident. Communication system fee consist of telephone, cable and Internet services. (This fee is in addition to the above listed prices.)

The proposed inflation rates are 3% room and 4% board.

Certified as True and Correct

Secretary, SSU Board of Trustees
Date 5/3/05

**Shawnee State University
Room Rates
For
Summer Session 2005**

Campus View

| Room Type | Payment Type | 5 Week | 10 Week |
|-------------------|--------------|--------|---------|
| Double Occupancy | Quarterly | \$553 | \$1106 |
| Private Occupancy | Quarterly | \$662 | \$1324 |

Carriage House*

| Room Type | Payment Type | 5 Week | 10 Week |
|------------------|--------------|--------|---------|
| Double Occupancy | Quarterly | \$551 | \$1102 |

Cedar House

| Room Type | Payment Type | 5 Week | 10 Week |
|---------------------|--------------|--------|---------|
| Double Occupancy | Quarterly | \$503 | \$1006 |
| Private Occupancy** | Quarterly | \$603 | \$1206 |

University Townhouse

| Room Cost | Payment Type | 5 Week | 10 Week |
|---------------------|--------------|--------|---------|
| Double Occupancy | Quarterly | \$456 | \$912 |
| Private Occupancy** | Quarterly | \$557 | \$1114 |

This is based on a 3% increase in Fall 05 room fees.

Communication System Fee: \$68.00/quarter per resident. Communication system fee consists of telephone, cable and Internet services. (This fee is in addition to the above listed prices)

Summer Rates are calculated at 75%, minus the meal plan.

*Private Rooms are not available in the Carriage House

**Private Rooms are only available if space permits



Room and Board Rates (2005-2006) For Private and Public Universities

| University | Type | % Increase Fall '05 | Room per Person Per Year | Board | Total | Communication Fee |
|------------------|-------------------|------------------------|--------------------------------|-------------------------|--|--------------------------|
| U of Akron | Ohio Public 4-yr | 6%* | \$4240.00- \$4452.00 | \$2326.00 | \$6566.00- \$6778.00 | I |
| Bowling Green | Ohio Public 4-yr. | unavailable | \$3609.00- \$5393.00 | \$3024.00 | \$6633.00- \$8417.00 (04-05 rates) | \$92.00/Qtr |
| Cleveland State | Ohio Public 4-yr | 3%* | \$3860.00- \$5475.00 | \$2319.00- \$2612.00 | \$6179.00- \$8087.00 | I |
| Wright State | Ohio Public 4-yr | 3%* - Rm 10%* - Bd | \$4393.00- \$7253.00 | Board Included | \$4393.00- \$7253.00 | \$88.75- \$181.00/Qtr |
| Ohio State | Ohio Public 4-yr | 5.6%* - Rm 4%* - Bd | \$4740.00- \$5988.00 | \$1310.00- \$1867.00 | \$6050.00- \$7855.00 | I |
| Ohio University | Ohio Public 4-yr | 6%* | \$7926.00 | Board Included | \$7926.00 | I |
| Youngstown State | Ohio Public 4-yr | 3%* | \$5863.00- \$6524.00 | Board Included | \$5863.00- \$6524.00 | I |
| Cincinnati | Ohio Public 4-yr | 5%* - Rm 8%* - Bd | \$5292.00 | \$3055.00 | \$8347.00 | I |
| Kent State | Ohio Public 4-yr | 4%* - Rm 3%* - Bd | \$3817.00- \$4857.00 | \$2915.00 | \$6732.00- \$7772.00 | I |
| Shawnee State | Ohio Public 4-yr | 3%* - Rm 4%* - Bd | \$3648.00- \$5295.00 | \$2319.00 | \$5967.00- \$7614.00 | \$68.00/Qtr |
| U of Dayton | Ohio Private 4-yr | 11% | \$3674.00 | \$2864.00 | \$6538.00 | I |
| Rio Grande | Ohio Public 4-yr | unavailable | \$5714.00 | Board Included | \$5714.00 (04-05 rates) | I |

*Anticipated Increase
I = Included in Room fee

Certified as True and Correct
[Signature] 5/3/05
Secretary, SSU Board of Trustees Date

RESOLUTION F09-05

SOUTH TECH PREP CONSORTIUM, CARL PERKINS, 21st CENTURY COMMUNITY LEARNING CENTERS, AND ABLE GRANTS

WHEREAS, the grants summarized on the attached have been reviewed by the appropriate University committees and/or individuals, and are recommended for submission;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Shawnee State University approves the submission of the South Tech Prep Consortium, Carl Perkins, 21st Century Community Learning Centers, and ABLE Grant renewals.

(April 22, 2005)

| | |
|---|--------|
| Certified as True and Correct | |
|  | 5/3/05 |
| Secretary, SSU Board of Trustees | Date |

Grant Proposal Summary

TITLE: FY06 South Tech Prep Consortium Grant Renewal

GRANTING AGENCY: U.S. Department of Education/Ohio Department of Education

PRINCIPAL INVESTIGATOR: George Lawson

PERCENTAGE OF P.I. TIME DEVOTED TO GRANT: 100%

PURPOSE: Tech Prep is a combined secondary and post secondary program, which leads to an associate degree, provides technical preparation in at least one field of engineering technology, business technology, health technology, or information technology. Emphasis is placed on building student competence in mathematics, science, and communications through a sequential course of study.

CLIENTELE TO BE SERVED: The Ohio South Consortium consists of educational institutions, business, industry, and labor representatives in Adams, Lawrence, Pike, and Scioto counties.

RELATIONSHIP TO SSU MISSION: Tech Prep is designed to prepare students for success in high-tech areas of engineering, business, health, and information technologies in the college setting. Tech Prep provides Shawnee State faculty the opportunity to upgrade course content and teaching methodology at the post-secondary level.

OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN THE PROJECT:

Twenty-one local school districts, four vocational educational planning districts, Ohio University Southern Campus, and Shawnee State University are active members of the Ohio South Tech Prep Consortium. Additionally, representatives of business, industry and labor are active participants.

BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:

This project is a continuation of the original grant awarded in November 1992 and renewed annually since that time. This grant will provide the opportunity to sustain and expand programming within the Ohio South Consortium.

FUNDING PERIOD: July 1, 2005 – June 30, 2006

BUDGET:

| <u>Fund Source</u> | <u>Ohio Department of Education</u> | <u>Year One</u> | <u>Total, all years</u> |
|--------------------|-------------------------------------|------------------|-------------------------|
| Grant | | | |
| Direct Costs | | \$133,000 | \$133,000 |
| Indirect Costs | | \$7,000 | \$7,000 |
| Other | | | |
| University-In Kind | | | |
| University Match | | | |
| TOTAL | | \$140,000 | \$140,000 |

Certified as True and Correct

Secretary, SSU Board of Trustees
Date 5/31/05

GRANT SUMMARY PROPOSAL

TITLE: Carl Perkins Grant

GRANT AGENCY: Ohio Board of Regents/Ohio Department of Education

PRINCIPAL INVESTIGATOR: Dale Taylor

PERCENTAGE OF P. I. TIME DEVOTED TO GRANT: 10%

PURPOSE: Improve programming and enhance student technical and academic skills. Specifically, funding is utilized to support disabilities assistance, career services, special instruction and multi-cultural activities.

CLIENTELE TO BE SERVED: University students with documented disabilities, career services in targeted program areas, students with special instructional development.

OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN PROJECT: A variety of community shareholders participate as mandated by grantor. These organizations include, but are not limited to, Job and Family Services, Bureau of Rehabilitation Services, and Community Action Organization.

BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED: Grant funds will be administered through The Student Success Center with specific services provided by SSU Disabilities Coordinator, Multicultural Coordinator, and Career Services Director. Activities are coordinated with a variety of community shareholders.

BUDGET: \$73,037.17

FUND SOURCE YEAR: 2005-2006

GRANT \$73,037.17

**OTHER
UNIVERSITY
IN-KIND**

TOTALS \$73,037.17

Certified as True and Correct
[Signature] 5/3/05
Secretary, SSU Board of Trustees Date

Grant Proposal Summary

TITLE: 21st Century Community Learning Centers

GRANTING AGENCY: Ohio Department of Education

PRINCIPAL INVESTIGATOR: Cathy Mullins/Jerry Blanchard

PERCENTAGE OF P.I. TIME DEVOTED TO GRANT: Mullins – 15%, Blanchard – 60%

PURPOSE: 21st Century Community Learning Centers provide after-school programming at two area elementary schools. The Centers provide tutoring and supplemental instruction especially in reading and mathematics, expanded library and computer laboratory hours, family reading programs, drug and violence education and counseling, enrichment classes, field trips and recreational time. The goals of the Centers include better student performances on Ohio Proficiency Tests and in the classroom, better school attendance, increased parental and volunteer involvement in the schools, increased participation in anti-drug/violence activities, and stronger linkages and collaborations among the partner schools.

CLIENTELE TO BE SERVED: Students, their parents and surrounding community members in the Bloom Vernon and Green local school districts, especially those in first through sixth grade.

RELATIONSHIP TO SSU MISSION: “..To enrich the lives of the community, the University provides opportunities for continuing personal and professional development, intellectual discovery, and appreciation for the creative and performing arts.” Further, the grant addresses the University’s strategic opportunity to “develop partnerships that involve the University in collaborative activities with other groups and institutions.

OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN THE PROJECT: Ohio South Tech Prep Consortium, Bloom Vernon Local Schools, Green Local Schools, the South Central Ohio Educational Service Center.

BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED: The Centers will be conducted four evenings per week, offering services immediately after school until approximately 5:30 pm. Before school programming may also be offered if desired by the individual schools. Students will participate in homework help, tutoring and recreational activities. The program director is housed at SSU and assists the schools in hiring teachers, site coordinators and other personnel. SSU students are often hired as tutors and teaching assistants, gaining valuable class-related experience. This grant is an expansion of a project that provides after school programming to students in New Boston, Clay, and Washington Nile School Districts.

FUNDING PERIOD: Five years July 2005 – June 2010

BUDGET:

| Fund Source | Year One | Total, 5 years |
|--------------------------------|------------------|--------------------|
| Grant | \$300,000 | \$1,275,000 |
| Direct Costs | 285,000 | 1,211,250 |
| Indirect Costs | 15,000 | 63,750 |
| Other | | 0 |
| University-In Kind (estimated) | 10,000 | 50,000 |
| University Match | | 0 |
| TOTAL | \$310,000 | \$1,325,000 |

Certified as True and Correct
[Signature] 5/3/05
Secretary, SSU Board of Trustees Date

GRANT SUMMARY PROPOSAL

TITLE: ABLE (Shawnee BASICS) Proposal FY 06

GRANT AGENCY: Ohio Department of Education

PRINCIPAL INVESTIGATOR: Marcia Tolliver, Director, SSU BASICS

PERCENTAGE OF P.I. TIME DEVOTED TO GRANT: 100%

PURPOSE: Provide literacy skills to Scioto County adults seeking to earn a GED diploma, improve basic skills, or brush up for college.

CLIENTELE TO BE SERVED: The population of the 26% of the Scioto County adults 25 and over who don't have high school diploma as well as residents 18 and over who need to earn a GED diploma, brush up for college, or improve basic skills.

RELATIONSHIP TO SSU MISSION: To assist in the University's educational service to the community and to serve as a feeder program for SSU.

OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN PROJECT: BASICS will continue to seek outside funding sources such as USEC, Bechtel Jacobs, Wal-Mart, and Dollar General.

BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED: Instruction will be provided five days/week in the BASICS area of the ATC during the period of July 1, 2005 - June 30, 2006. Students will have a three week break at Christmas and a three week break in June depending upon when the GED recognition ceremony is scheduled.

BUDGET:

Fund Source ODE Year FY 06

| | |
|------------|---------------------------|
| Grant | \$ 142,226.00 (projected) |
| Other | |
| University | |
| In-kind | |

TOTALS \$ 142,226.00

SSU will receive indirect costs of @ 8% or \$10,535.00 from the grant award.



PERSONNEL INFORMATION ITEMS
APRIL 2005 BOT MEETING
Changes processed from February 1, 2005 to March 31, 2005
(developed from information received in the HR Department through April 11, 2005)

ACADEMIC AFFAIRS DIVISION

Resignation – Faculty

Joan Weston, Assistant Professor for the Department of Social Sciences, resignation effective July 30, 2005.

Resignation – Administration

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Tom Stead, Associate Professor and Chair for the Department of Fine, Digital, and Performing Arts, last employment date June 20, 2005 retirement effective July 1, 2005.

Retirement– Administration

Teresa D. Midkiff, Director, Library, last employment date June 30, 2005, retirement effective July 1, 2005.

O.R.C. § 145.381 - Public notice of application for re-employment - Administration

Teresa D. Midkiff has made application for reemployment to her same position as Director, Library under the terms of the Shawnee State University *Administrative Early Retirement Incentive Program* (ARIP) effective July 1, 2005 through June 30, 2008. This information report serves as the required public notice under O.R.C. § 145.381 that this application for reemployment is under consideration. The public meeting required for the action of reemploying Ms. Midkiff is scheduled to take place at the June 10, 2005 Board of Trustees' meeting, located in the Clark Memorial Library, Selby Board Room, at 1:15 p.m.

BUSINESS AFFAIRS DIVISION

Retirement - Administration

Patricia Moore, Director of Financial Aid, last employment date June 4, 2005, retirement effective July 1, 2005.

Change of Status - Administration

Maryann Tomlin, change of status from Associate Director Financial Aid to Interim Director Financial Aid, beginning March 31, 2005, at the annualized salary of \$52,000.

OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION

None.

PRESIDENT'S OFFICE

None.

STUDENT AFFAIRS DIVISION

None.

Per Policy 5.16 Part-time administrative appointments and changes in status for administrative and faculty positions are reported to the Board of Trustees.


Certified as True and Prepared 4/11/05
Secretary, SSU Board of Trustees Date 5/31/05

April 12, 2005

TO: SSU BOARD OF TRUSTEES, FINANCE AND FACILITIES COMMITTEE
FROM: ROGER MURPHY *RM*

SUBJECT: DRAFT FY06 GENERAL FUND BUDGET HIGHLIGHTS

REVENUE:

The state support hasn't been decided in law. The Governor and the House, for FY06, have close to the same recommendation for higher education. If either the House or the Governor's recommendation comes to pass, the state support will continue to lag our expenditure inflation in FY06, estimated at 1.3% vs. a predicted expenditure inflation of 7.3%.

Tuition rate increase is restrained at 6%, the likely House recommendation.

Other income is predicted to increase substantially dominantly driven by improved investment income.

Overall, revenue is predicted to increase 5.4%.

EXPENDITURES:

The percentage increase in compensation and non-compensation expenditures is 7.4%.

The rationale for expenditures above the generally assumed inflation of 4% on compensation and 3.5% on other expenditures are detailed in the attached.

Overall, expenditures and transfers inflation is predicted to increase 7.3%.

USE OF FUND BALANCE:

Expenditures and transfers are predicted to exceed revenue by approximately \$1.7 million.

[Signature] 5/3/05
Secretary, SSU Board of Trustees Date

SHAWNEE STATE UNIVERSITY
GENERAL FUND BUDGET
FISCAL YEAR 2005-06

DRAFT
12-Apr-05

| | FY05 BUDGET | FY06 PROPOSED BUDGET | AMOUNT OF CHANGE | PERCENTAGE CHANGE |
|--|---------------------|----------------------------|---------------------|----------------------|
| REVENUE | | | | |
| STATE FUNDING | | | | |
| State share of instruction | \$10,047,000 | \$10,350,000 | \$303,000 | 3.0% |
| Access Challenge funding | \$1,027,420 | \$1,095,238 | \$67,818 | 6.6% |
| Special supplement | \$1,957,351 | \$1,817,839 | -\$139,512 | -7.1% |
| Success challenge | \$603,800 | \$548,031 | -\$55,769 | -9.2% |
| Capital component | \$100,159 | \$100,159 | \$0 | 0.0% |
| Sub total state subsidy | \$13,735,730 | \$13,911,267 | \$175,537 | 1.3% |
| TUITION AND FEES | | | | |
| Instruction | \$15,687,313 | \$16,664,000 | \$976,687 | 6.2% |
| Technology | \$215,000 | \$221,000 | \$6,000 | 2.8% |
| Non resident | \$236,410 | \$218,000 | -\$18,410 | -7.8% |
| Non resident district | \$0 | \$0 | \$0 | |
| Course fee | \$425,000 | \$475,000 | \$50,000 | 11.8% |
| Sub total tuition | \$16,563,723 | \$17,578,000 | \$1,014,277 | 6.1% |
| OTHER INCOME | | | | |
| Payment plan | \$10,000 | \$8,000 | -\$2,000 | -20.0% |
| Late Payments | \$131,000 | \$150,000 | \$19,000 | 14.5% |
| Transcripts | \$10,000 | \$17,000 | \$7,000 | 70.0% |
| Credit by exam | \$1,000 | \$0 | -\$1,000 | -100.0% |
| Credit by arrangement | \$44,000 | \$68,000 | \$24,000 | 54.5% |
| Cont ed. | \$12,600 | \$12,000 | -\$600 | -4.8% |
| Central stores | \$1,050 | \$1,500 | \$450 | 42.9% |
| Print shop | \$275,000 | \$260,000 | -\$15,000 | -5.5% |
| Planetarium | \$8,000 | \$8,000 | \$0 | 0.0% |
| Interest | \$300,000 | \$600,000 | \$300,000 | 100.0% |
| Misc. income | \$130,000 | \$300,000 | \$170,000 | 130.8% |
| Indirect | \$200,000 | \$200,000 | \$0 | 0.0% |
| Sub total other income | \$1,122,650 | \$1,624,500 | \$501,850 | 44.7% |
| TOTAL REVENUE | \$31,422,103 | \$33,113,767 | \$1,691,664 | 5.4% |
| USE OF FUND BALANCE | \$972,004 | \$1,652,759 | \$680,755 | 70.0% |
| TOTAL REVENUE AND USE OF FUND BALANCE | \$32,394,107 | \$34,766,526 | \$2,372,419 | 7.3% |

Certified True and Correct

Secretary, SSU Board of Trustees
5/3/05
Date

GENERAL FUND PAGE 2

FY05
BUDGETFY06
PROPOSED
BUDGETAMOUNT OF
CHANGEDRAFT
PERCENTAGE
CHANGE

EXPENDITURES AND TRANSFERS

COMPENSATION

| | | | | |
|------------------------|--------------|--------------|-------------|-------|
| Salaries | \$17,236,821 | \$18,122,342 | \$885,521 | 5.1% |
| Benefits | \$6,338,447 | \$7,200,990 | \$862,543 | 13.6% |
| Sub total compensation | \$23,575,268 | \$25,323,332 | \$1,748,064 | 7.4% |

NON COMPENSATION

| | | | | |
|----------------------------|-------------|-------------|------------|-------|
| Utilities | \$1,443,717 | \$1,530,340 | \$86,623 | 6.0% |
| Scholarships | \$1,793,542 | \$1,683,855 | -\$109,687 | -6.1% |
| Technology | \$215,000 | \$215,000 | \$0 | 0.0% |
| Other | \$4,987,000 | \$5,637,795 | \$650,795 | 13.0% |
| Sub total non compensation | \$8,439,259 | \$9,066,990 | \$627,731 | 7.4% |

TRANSFERS

| | | | | |
|----------------------------|-----------|-----------|----------|-------|
| Fine Arts | \$177,993 | \$174,327 | -\$3,666 | -2.1% |
| Children's Learning Center | \$144,934 | \$144,934 | \$0 | 0.0% |
| Other, restricted | \$48,333 | \$48,333 | \$0 | 0.0% |
| The Chronicle support | \$8,320 | \$8,611 | \$291 | 3.5% |
| Sub total transfers | \$379,580 | \$376,205 | -\$3,375 | -0.9% |

| | | | | |
|----------------------------------|--------------|--------------|-------------|------|
| TOTAL EXPENDITURES AND TRANSFERS | \$32,394,107 | \$34,766,526 | \$2,372,419 | 7.3% |
|----------------------------------|--------------|--------------|-------------|------|

Assumptions:

Revenue:

The Gov./House state support recommendations assumed for FY06 with SSI reduced for 3% hold harmless.

Tuition rate increased 6%, no enrollment increase assumed.

Anticipate improved investment income.

Expenditures:

4% inflation generally on compensation, 3.5% on non-compensation, except utilities and scholarships.

Anticipate added unemployment cost with possible elimination of the GEARUP federal program, \$57K.

Workers comp. fringe benefit cost increase planned, \$200,000.

\$60,000 in added fringe benefits for adjunct/overload.

Accommodate initiatives attached.

Anticipates the use of approximately \$1.7 million of fund balance.


Secretary, SSU Board of Trustees
Date: 5/3/05

SUMMARY OF THE FY06 BUDGET REQUESTS INITIATIVES

President:

| | | |
|-------------------|-----------|---|
| Communications | \$8,500 | |
| Alumni operations | \$12,000 | |
| Entertainment | \$7,500 | |
| Travel | \$12,000 | |
| Accreditation | \$20,000 | |
| Initiatives | \$75,000 | \$40,000 equals one-time semester conv. |
| Sub-total | \$135,000 | |

Academic Affairs:

| | | |
|---------------------------|-----------|--------------------|
| 7 added faculty positions | \$392,000 | |
| See attached:** | \$247,300 | \$95,000 one-time. |
| Sub-total | \$639,300 | |

Business:

| | | |
|-----------------|-----------|---------------------|
| See attached:** | \$578,000 | \$196,000 one-time. |
|-----------------|-----------|---------------------|

Legal:

| | | |
|-------------|----------|--|
| Security | \$44,500 | |
| Office exp. | \$2,000 | |
| Sub-total | \$46,500 | |

Student Affairs:

| | | |
|--|-----------|--|
| Athletic travel | \$58,170 | |
| Title 111 and Perkins grants ending, 4FTE | \$146,000 | |
| Sub-total | \$204,170 | |

| | | |
|----------------------------|-----------|--|
| Health Sciences Building:* | \$350,000 | |
|----------------------------|-----------|--|

| | | |
|-------|-------------|--|
| Total | \$1,952,970 | |
|-------|-------------|--|

One-time total equals \$681,000, recurring equals \$1,271,970.

* Equals one-time. ** Equals partial one-time.

Certified as True and Correct

Secretary, SSU Board of Trustees 5/3/05 Date

ACADEMIC AFFAIRS REQUESTS ABOVE INFLATION

Provost

| | |
|---|-----------|
| Faculty ads. | \$20,000 |
| Faculty Hiring | \$25,000 |
| Faculty and staff temps. | \$60,000 |
| Staff Computers | \$25,000 |
| Misc., student travel, faculty furniture. | \$30,000 |
| Honors program | \$10,000 |
| OTEP faculty learning communities | \$20,000 |
| Travel | \$6,000 |
| Telephone | \$2,000 |
| New faculty hires | \$2,800 |
| Sub-total | \$200,800 |

Contingency

| | |
|-----------------------------------|---------------------------------------|
| Exercise equipment in the Rhodes. | \$10,000 |
| Faculty Hiring | \$25,000 |
| DIET, hardware and software | \$60,000 |
| Sub-total* | \$95,000 DIET equipment occurs twice. |

Plant-Maintenance

| | |
|---------------------------|----------|
| Academic Affairs requests | \$40,000 |
|---------------------------|----------|

Library

| | |
|-----------------|---------|
| Office supplies | \$6,000 |
|-----------------|---------|

General Education

| | |
|----------------------------|----------|
| Director's summer contract | \$20,000 |
|----------------------------|----------|

Theater

| | |
|------------------------------|----------|
| Fund student theater program | \$30,000 |
|------------------------------|----------|

Office of Instructional Technology

| | |
|------------|----------|
| Blackboard | \$45,000 |
| Boxlights | \$2,500 |
| Sub-total | \$47,500 |

Registrar

| | |
|-------------|---------|
| Resource 25 | \$8,000 |
|-------------|---------|

Provost carryforward reduced authorizations -\$200,000

Total \$247,300

One-time equals \$95,000, recurring equals \$152,300.

* Equals one-time.

Certified as True and Correct
 5/31/05
 Secretary, SSU Board of Trustees Date

BUSINESS AFFAIRS DIVISION REQUESTS ABOVE INFLATION

| | | | |
|--|-----------|--|-----------|
| Technology Initiatives | | | |
| Continuous Operations* | \$150,000 | | |
| Administrative System Enhancements | \$ 60,000 | | |
| Document Imaging Server* | \$ 40,000 | | |
| Sub-total | | | \$250,000 |
| Facilities Staffing and Maintenance | | | |
| Secretary, p-t to f-t (.25 fte) | \$ 23,000 | | |
| VRCFA Building Maintenance | \$ 20,000 | | |
| Maintenance Staff (2 fte) and Bldg. Maint. | \$180,000 | | |
| Custodial Staff (1.5 fte) and Supplies | \$ 50,000 | | |
| Sub-total | | | \$273,000 |
| Printing & Graphics funding | | | \$ 42,000 |
| Controller and Human Resources | | | |
| Audit fee increase | \$ 5,000 | | |
| Document Imaging (\$3,000 ea)* | \$ 6,000 | | |
| On-line Advertising Service | \$ 2,000 | | |
| Sub-total | | | \$13,000 |
| Total | | | \$578,000 |

One-time equals \$196,000, recurring equals \$382,000.

* Equals one-time.

| | |
|---|--------|
| Certified as True and Correct | |
|  | 5/9/05 |
| Secretary, SSU Board of Trustees | Date |